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OFFICE OF THE INDEPENDENT INSPECTOR GENERAL
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March 15, 2017

Honorable Toni Preckwinkle
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Cook County Board of Commissioners
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Chicago, Illinois 60602

Patrick M. Blanchard
Inspector General
Office of the Independent Inspector General
69 W. Washington Street, Suite 1160
Chicago, Illinois 60602

Mary Robinson
Compliance Administrator
Office of the Compliance Administrator
69 W. Washington Street, Suite 840
Chicago, Illinois 60602

Re: OIIG Employment Plan Officer's March 2017 Semi-Annual Report

Dear President Preckwinkle, Inspector General Blanchard and Ms. Robinson:

This is the eighth Semi-Annual Report issued pursuant to the Employment Plan for the Office of the Independent Inspector General (OIIG) that was filed with the United States District Court for the Northern District of Illinois on May 8, 2013. This report details my activities as the OIIG Employment Plan Officer during the previous six months. These activities consisted primarily of posting required information on the OIIG's website, training OIIG personnel regarding the Employment Plan and related issues, and taking other action required by the OIIG Employment Plan.

Postings on OIIG's Website

In addition to containing the OIIG Employment Plan and related information, the OIIG's website was updated to include Quarterly Employment Action Reports for the office for the third and fourth quarters of 2016. These reports list the total number of hires, promotions, transfers and terminations involving OIIG employees for each quarter, including: (1) the number and type of each such employment action; (2) the dates of each employment action; (3) the title of the position; and (4) whether such employment action was pursuant to a posted or emergency hire.

Complaints

During this reporting period, I received no complaints alleging violations of the Employment Plan. As no violations of the OIIG Employment Plan have been found at this time, this Semi-Annual Report does not contain any recommendations for remedial or corrective action.

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Monitoring of Employment Actions

I am currently monitoring the hiring sequence for a recently posted investigator position with our office.

Training

The OIIG Employment Plan requires various types of training for OIIG employees and supervisors as well as for employees who participate in the hiring process. During this reporting period, we conducted our online Employment Plan Program for last year's annual staff training.

OIIG Policies and Procedures Manual

During this reporting period, I worked with the Inspector General to implement revisions to the OIIG Policies and Procedures Manual. The Policies and Procedures Manual was originally created under the authority of Section 2-284(12) of the OIIG Enabling Ordinance and in accordance with Section IV.A of the OIIG Employment Plan and addresses various employment actions. The revisions concerned policies relating to compensatory time.

Other Activity

In addition to regular monitoring of activities within the office to ensure compliance with the terms of the OIIG Employment Plan, I have worked with OIIG employees to answer questions regarding Employment Plan issues.

Quarterly reports listing the total number of hires, promotions, transfers and terminations involving OIIG employees during the first and second quarters of 2017 will be issued in April and July 2017 respectively. The next Semi-Annual Employment Plan Report will be issued in September 2017.

Copies of all Semi-Annual Employment Plan Reports are posted on the OIIG's website as required by the OIIG Employment Plan. Should you have any questions, please do not hesitate to contact me.

Very truly yours,



Steven E. Cyranoski
OIIG Employment Plan Officer

cc: Laura Lechowicz Felicione, Special Legal Counsel, Office of the President
Matthew Pryor, Counsel to the Compliance Administrator